

- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Minuteman maintains a no-cut and no athletic fee policy. In addition, Minuteman students have access to more than 30 clubs and activities.
- The Minuteman Parent Association meets monthly and supports all aspects of the Minuteman community. In addition, they assist in fundraising for scholarships awarded at graduation. The goal of the MPA is to help support student access and achievement in all areas including but not limited to academic, vocational, athletic, and extra-curricular activities.
- A new website is to be launched in February 09 – www.minuteman.org

Financial and Asset Management Effectiveness and Efficiency

- The Minuteman FY09 budget was passed unanimously at \$17,001,622, which represented a 1.53% increase after removing the Middle School Tech Programs. Healthcare and utility increases, as well as the NEASC re-accreditation increased the budget. Decreases in the FY09 salary budget were due to the reduction of administrators, removing the Middle School Tech Program from the full district assessment and replacing several career and technical teachers with technical assistants in programs experiencing enrollment dips.
- Staff was reduced by 4.5 FTE positions in the FY09 budget. Budgets continue to be tightly managed as Minuteman seeks to 'right size' itself and reduce its per-pupil expenditures.
- The FY08/09 Capital funds were used for major systems repairs, implementing the approved Technology Plan, upgrading the reception area, adding a Welcome Center, relocating the IT office, and renovations of common areas.

Respectfully submitted,

Edward A. Bouquillon, Superintendent
Thomas Markham, Assistant Superintendent

Alice DeLuca, Stow Representative

PUBLIC SAFETY

POLICE DEPARTMENT

I hereby submit the annual report for the Stow Police Department for the calendar year of 2008.

The Stow Police Department advertised for a full-time dispatcher and began the process to replace a full-time police officer who retired. Officer Kim Doughty retired this year after serving our community for 16 years. Prior to her becoming a Stow Police Officer, she was a full-time Officer with the Concord Police Department. Officer Kimberly Doughty was also our D.A.R.E. Officer for three years and prior to her retirement she spent time working with our senior citizens. We wish Officer Doughty the best in her retirement.

Brenda Taylor was appointed a Public Safety Dispatcher by the Board of Selectmen and resigned in February 2008. Brenda worked for the Groton Police Department as the Chief's Secretary prior to her employment as a dispatcher with our department. She left our department to work with an organization that assists the Department of Social Services. We wish Brenda the best in her new place of employment.

Darlene Trefry was hired to fill the dispatcher's position. Darlene had been an active member of the Police Department for about 17 years as a part-time secretary, part-time dispatcher and a volunteer assisting with the DARE program.

A major improvement that took place this year was our police radio system. Our ability to communicate from a cruiser or portable radio to the dispatcher at the police station was impossible from many areas within Stow. This situation created serious safety issues for police officers performing their daily duties. A common practice was to use a cell phone to contact dispatch since the cruiser and portable radios could not reach the police station radio system. While researching cell tower locations to move our repeater system, and speaking with members of the planning board and cell tower owners, I accidentally found out that the roof of the fire station was the same height as the top of our antenna tower at the police station. Stow resident and Planning Board member Ernie Dodd connected me with Stow resident Marshall Cross, an expert in this field of technology. He volunteered his time and confirmed the fire station location was one that would work for us. We hired a company to mount a 24-foot fiberglass antenna and with the help of Hudson Fire Department and Hudson Light and Power bucket truck, we were able to complete this project for only a few thousand dollars. For the first time ever, we have the ability to communicate from any location in Stow using a portable or cruiser radio to our dispatch center at the police station.

Crime and calls for service in our community during this year were similar to previous years. One area where we experienced an increase was in Identity Theft, as did most police agencies across our country and around the world. With the invention of the Internet and other technology comes more ways for criminals to do their dirty work. We receive several calls every week from residents who think they may be a victim. Some find a problem after reviewing their credit card statements, a charge for some item or service they do not recall buying. Or while connected to the Internet a notice appears advising them to purchase anti-virus software to save their computer and, you're asked to supply all your credit card information, something that your Internet provider tells you they never ask for, but many people fall for it and become a victim.

Telephone frauds continue, such as a lucky resident who won millions of dollars, but before she could collect her millions, she had to pre-pay the taxes, which amounted to a few thousand dollars. A great deal if it were true, this type of fraud originates from China, South Africa, Nigeria and Canada. In another case, two individuals walked into Shaw's, and purchased gift cards using credit cards with the stolen identity of several police officers from California. This theft investigation led a Stow Officer to many stores in the Leominster area, obtaining photographs from security cameras and statements from employees. As a result, these subjects were identified and we currently hold arrest warrants for them. They are members of a group from New York City who were stealing personal information from people all over the United States. Some basic things we all need to remember are: never give personal information over the phone or Internet unless you initiated the contact; and purchase a shredder and destroy all unwanted documents that have your personal information on it before discarding. These people do not care who they hurt, and they will take every penny you have and move on to another victim. A common phrase we all hear from time to time is, "if it sounds too good to be true it probably is".

An arrest took place this year for an offense that does not happen often in our community. Stow Police Officers apprehended a subject wanted by the Framingham Police Department for murder. It all began when Framingham Police sent a teletype message to all area cities and towns to be on the lookout for a certain type vehicle along with a description of the occupants. A short time later, a Stow Officer saw a vehicle of similar description in town. Dispatch contacted

Framingham Police for more information and it was determined the vehicle was in fact the one wanted in connection with a murder. A short time later, this vehicle was seen leaving the area and was followed to a location on Great Road where it was stopped. Maynard Police assisted Stow Officers when it was determined the wanted subject was hiding in the trunk. Not knowing if the suspect was armed, the traffic on Great Road was stopped a safe distance away, prior to opening the trunk, in case gunshots were exchanged. When the trunk was opened, the suspect was found wrapped up and hiding in blankets. He was taken into custody without a problem. This person was turned over to the Framingham and State Police Detectives assigned to the District Attorney's Office. He is now awaiting trial for murder.

The Public Safety Communication Center is located at the police station. All 911 calls are received at this location. The dispatch center employs four full-time and one part-time dispatcher, covering 24 hours a day, 7 days a week. The dispatchers are responsible for answering 911 calls, and emergency and business lines for police, fire and ambulance. They also dispatch police, fire and ambulance personnel, record all call information and radio communication, and handle the general public that come into the station for information.

We encourage the leaders of the youth groups in the community to make an appointment to tour our station and see first hand how our communications center works. There is a lot of equipment and information to be learned. They are all very professional and helpful, so feel free to call them if you need assistance, or have any questions.

The Drug Abuse Resistance Education (D.A.R.E.) classes are taught by Officer Darren Thraen. The Stow Police Department, in cooperation with the Nashoba Regional School District, is in its sixteenth year instructing D.A.R.E. to the fifth grade students at Center School. The program is a fourteen-week course instructed in one-hour sessions throughout the school year. A graduation ceremony is the last lesson of the program and that takes place at Hale Middle School. The graduation is a special and rewarding evening for students, parents, teachers and the community leaders who attend the ceremony.

The following describes Officer Thraen's involvement with the D.A.R.E. Program. He was asked to participate in Center School's parent open house where he outlined the D.A.R.E. curriculum to the fifth grade parents so they knew what to expect during the school year. This was followed by a question-and-answer period. He spent time teaching the students how to resist alcohol, drugs and tobacco by informing them of the health and legal consequences involved with this type of behavior. Students are also instructed how they are pressured into alcohol, drug and tobacco use by their peers and the media. The course is interactive with the students participating in skits and role-playing, as well as lecture. D.A.R.E. has become a very popular with our students.

After one year off, Officer Thraen is back at the Hale Middle School teaching D.A.R.E. to the eighth grade students. The Middle School program is taught in nine lessons, which take place over the course of the school year. This program reinforces material that the students learned in fifth grade, and includes new and appropriate information for the students who are about to enter High School.

The D.A.R.E. program is made possible because of the support and efforts of many: the Stow Police Department, school personnel, students, parents and several citizens in the business community who support the program through donations or by volunteering their time. Thank you all from Officer Thraen for the much-appreciated support of the D.A.R.E. program.

With funds provided from the Community Policing Grant, the Police Department participates in Springfest, a town-wide “Family Fun Day”. We provide many inflatable objects, such as moonwalks, obstacle courses, and slides for the kids, plus we hand out youth-size Stow Police baseball caps to all the children. Sno-cones and cotton candy are also hot items. This is free for everyone.

The Town-wide Emergency Notification System was used by the Board of Health to inform residents of the Flu Clinic that was held at the Hale Middle School and also during the ice storm in December; multiple messages were sent to inform residents on the projected restoration of power and opening of a shelter at Meeting House. Remember to register your new cell phone numbers simply by going to the Police, Fire or Town web page and click on the Swift Reach 911 icon. If you don’t have the Internet, drop a note to the Police Department and we will enter the information for you.

A “Light Tower” was purchased mutually by the Police and Highway Department to be shared by all town departments. This equipment is an Ingersoll-Rand Lightsource/generator powered by a diesel engine with four 1000-watt bulbs. It can be used to light up intersections, major accident crashes, and for any activity at night to make it safer for the general public.

In closing, I wish to thank the Board of Selectmen, Town Administrator, and all other departments. Most importantly, I wish to thank members of the Police, Fire and Highway, and Public Safety Dispatchers for their continued support of the Police Department. Last, but not least, a special thanks to the residents of Stow for their continued support throughout the year.

Respectfully submitted,

Mark H. Trefry, Chief of Police

Rachel R. Belanger, Administrative Assistant

Full-Time Officers:

William L. Bosworth, Sgt
Ralph Marino, Sgt.
Timothy Lima, Sgt.
Steven B. Sturtevant, Detective
Gary P. Murphy, Prosecutor
David J. Goguen
Kimberly H. Doughty
Darren J. Thraen
Sean M. Collins
Michael J. Sallèse

Public Safety Dispatchers:

Sherry J. Morton-Pelley
John Fantasia
Jonathan Butler
Darlene Trefry
Justine St. John – part-time

Special Police Officers:

Sherry J. Morton-Pelley
John Fantasia
Jonathan Butler
James F. Finneran
Robert F. Blanton
John Connors
Michael Smith
Lee Heron
Enrico Maldari

Police Matrons:

Deborah L. Richardson
Rachel R. Belanger
Darlene D. Trefry

Auxiliary Police Officer:

Darlene Trefry



POLICE DEPARTMENT STATISTICS

<u>Activity</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>Activity</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
Accidental 911 Calls	120	112	82	Domestic Disturbances	6	6	6
911 Calls	1469	1718	960	Found/Lost Property	60	53	39
Alarms	224	196	165	General Complaints	298	426	415
Animal Calls	216	170	84	House Checks	1741	1568	2173
Annoying Calls	13	9	5	Larcenies	29	29	45
Assaults	22	14	3	Medical Calls	298	295	288
Assist Citizens	394	323	334	Missing Persons	3	8	8
Assist Other Agency	250	227	193	MV Accidents	105	132	150
Auto Theft	2	2	1	MV Stops	2411	2737	2886
Burglary	16	11	11	Suspicious Activity	258	267	270
Bylaw Violations	12	20	39	Threats	4	6	1
Citations	1207	1289	1885	Vandalism	31	37	32
Disturbances	24	26	27				
Disabled MV Calls	97	105	102				
				TOTAL CALLS FOR SERVICE	13,993	14,710	14,833

FIRE / RESCUE DEPARTMENT

The Fire Department continues to provide the Town of Stow with Emergency Fire and Rescue, and Emergency Medical Services (EMS). The dedicated individuals of this department work tirelessly, around the clock, responding to a wide variety of emergency calls.

2008 was again a very busy year for the Fire Department. Your department responded to 838 combined fire and medical calls. Some of the major calls we answered are as follows: We responded to a structure fire on Great Road as well as responding mutual aid to Maynard for a structure fire on Douglas Avenue and Waltham Street, Hudson for structure fires on Mason Street and Apsley Street, Harvard for Still Road for a church fire, Bolton for a house fire on Still River Road, and to assist Concord at the Verill Farm fire in September. Your department also responded mutual aid to assist with brush fires in Bolton and Hudson. Stow Fire Department responded to the District 14 Strike Task Force Team to assist with station coverage for the Town of Northborough during a strip mall fire in February and also was requested to respond to Princeton to assist their Fire Department in relief efforts during the ice storms in December. In July the department assisted multiple residents with water problems, trees and wires down due to the heavy rains we received.

The department responded to 70 motor vehicle accidents. Fire Prevention was once again a major focus for your Fire Department in the year 2008. Under the direction of Captain John Paul Benoit, the Fire Department completed 384 inspections for smoke detectors, wood stoves, oil burners and propane tank installation for all new construction as well as homes being sold. Our department also issued 481 Open Burning Permits.

The Fire Department continues to upgrade our education program for the children of Stow. During Fire Prevention Week, the Fire Department, in conjunction with the S.A.F.E. program, visits schools and day care centers to teach the children about general safety. At other times during the year, again working with the S.A.F.E. program, we perform other educational events (such as an open house) where the children learn about fire prevention. The Fire Department members also conduct many tours and safety talks throughout the year.

Training for our emergency personnel continues to be a major focus. As the scope of our jobs continues to change and broaden, it is essential that your Fire Fighters and E.M.Ts be properly trained in all areas of Firefighting and E.M.S. services as well as Hazardous Materials, Confined Space Rescues, Auto Extrication, Firefighter & E.M.T. Safety and Survival, and Water & Ice Rescue. Members of the department conduct training drills monthly and on weekends. We also attend classes offered by the Massachusetts Firefighting Academy and the National Firefighting Academy.

Apparatus and Maintenance

Stow Fire is fortunate to have an excellent mechanic on staff as a full time firefighter/EMT. Firefighter Greg Vogel holds the position of Department Mechanic and other members of the department assist when possible. He does an excellent job keeping everything running, saving the fire department and the Town of Stow lots of money and minimizing equipment down time. We continue to provide maintenance to all our equipment and current apparatus in-house whenever possible.

Thanks From the Chief

I would like to take this opportunity to thank all the members of the Stow Fire Department for your help and support during this past year. Your dedication, commitment and professionalism make a department that we can all be proud of.

I would also like to thank all the citizens of the Town of Stow, the business community, the Town Administrator, the Board of Selectmen, Building Inspector and all other town departments for their support of the Fire Department. I would especially like to thank the Police Department, Communications Center and the Highway Department for all your help and support during the year. The State Fire Marshall, Stephen Coan also deserves special thanks for his help and support over this past year.

A special thanks to the Medical Reserve Corps (MRC) and the Local Emergency Planning Committee (LEPC) for all their ongoing support especially with the recent December ice storm and emergency shelter operations.

Thank you all! I look forward to another year of progress and teamwork in the Town of Stow.

Respectively submitted,

Mike McLaughlin, Fire Chief

Lisa McNiff, Administrative Assistant

Full-time Firefighters:

John Paul Benoit, Lt.
Gregory A. Vogel
Mark W. Guerin
Lisa McNiff

Call Firefighters:

Charlie Boyle
James Byrne
Christopher Camelio
Kristin Clayton
Christopher Devoe
David Doucette
Rene Doucette
Scott Dwinells
Richard Ellis
Jeremy Fiorvanti
Michael Gallagher
Tim Gray
Becky Hagarty

Ray Hegarty
Peter Holman
Scott Landry
Stephen Landry
Christopher Lazuka
Lisa McNiff
Tim Neufell
Tom Neufell
Paul Nevala
Liana Pratt
James Rodgers
Michael Scimeca
Suzanne Siewierski
Larry Stafford
Larry Stafford
George Taylor
Michael Trioli
Eddie Warren
Christopher Whitley
Shawn Whitney

2008 FIRE / RESCUE DEPARTMENT SUMMARY

TOTAL INCIDENTS = 838

Accidents

MVA	70
Motorcycle	1
Aircraft	0

Fires

Structure	4
Car	3
Chimney	4
Brush	5
Illegal Burning	6
Oven	2
Transformer	0
Dumpster	0
Tree	0

Assists

Police	6
Public	12

Municipal Fire Alarm Boxes Rec'd

Fire	17
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Investigations

Alarm	104
Carbon Monoxide	64
Electrical	3
Natural Gas/Propane	8
Odor	9
Outdoor Smoke	15
Smoke in Bldg	5
Suspicious Package	1
Arcing Wires	8

Medical Emergencies

Incidents	291
Strike Team	2
Lift Assist	10
Life Line Activations	3
Mutual Aid Amb Rec'd	33
Well Being Checks	11
Walk In	9

Hazmat

Incidents	10
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Missing Persons

Incidents	2
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Mutual Aid Given

Medicals	46
Motor Vehicle Accidents	10
Station Coverage	4
Structure Fire	6
Brush Fire	1

Rescues

Animal	0
House L/O	7
Ice	0

Details

Blasting	2
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Tree/Wires Down

Tree Down	6
Wires Down	0

Special Service

Incidents	2
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Water Emergencies

Incidents	17
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Non-Emergency Incidents

Inspections Performed	134
Open Burning Permits Issued	481

Other Statistics

Life Flight	0
MA Ladder Truck	1
ALS Intercepts	97

FOREST FIRE WARDEN

The Stow Fire Department responded to 27 Brush Fires and investigations of outdoor smoke calls in the year 2008.

The Town Forest and other conservation lands were patrolled regularly for down trees and limbs that block the fire roads. Brush cutting was also performed where required to keep the roads open for Fire Apparatus.

The open burning season was once again very busy for the Fire Department. 481 burning permits were issued from January 15 until April 30, 2008. Those who wish to burn brush must be sure to come to the Stow Fire Station to obtain a burning permit for the day you wish to burn. You must also call the Fire Department before you begin burning (after 9:00am). The number to call is 897-4537. We allow burning between 10:00 am and 4:00 pm with permission from the Fire Department depending on staffing and weather conditions. This allows us to have the appropriate personnel available in case your fire gets out of control.

I would like to thank the State Forest Fire Division and the Sudbury Fire Tower for all their help in locating and extinguishing some of these fires.

Respectively submitted by

Mike McLaughlin
Forest Warden

SPECIAL COMMITTEES

ELEMENTARY SCHOOL BUILDING COMMITTEE

Following the 2007 Annual Town Meeting, which voted to support a renovation/addition at Center Elementary School, the previous committee was disbanded and the Elementary School Building Committee was formed under state guidelines and met for the first time in September 2007. As outlined by the selectman, our duties were to:

Direct and oversee the renovation and addition to the Center School, as recommended by the School Building Task Force and approved by the residents of Stow in May 2007. To include bringing a firm estimate of cost to Town Meeting for approval (expected May 2008). To include hiring design services, contractor and other professionals as required. The Committee shall use the final report of the School Building Task Force as well as the Stow Schools Master Plan in their work. Committee members will need to be versed in the requirements of the Mass. School Building Authority (MSBA) and ensure that the building project meets all the requirements for potential reimbursement.

Throughout 2008, we have been moving our project forward, working with the MSBA to ensure compliance with all regulations. In a perfect world, we would be ready for this annual town meeting with a proposal for construction costs. But delays and high demands from across the state for the MSBA's attention have thwarted our best efforts.

In the spring of 2008, we were assigned to Regionalization Assessment, as the MSBA wanted to ensure that Maynard's needs could not be met simultaneous to meeting Stow's needs. We presented a